

Lender Checklist for Submitting PLP Loan Requests

TO: Sacramento Loan Processing Center DATE: _____
Small Business Administration
6501 Sylvan Road, Suite 111
Citrus Heights, CA. 95610-5017

RE: Applicant Name _____
OC Name (If applicant is an EPC) _____
(If more than one OC, attach additional sheet with all OC names)

FROM: Lender _____
Contact _____
Address _____

Phone _____ FAX _____

All of the following items are enclosed:

- ☐ A. Copy of page 1 of SBA Form 4 (02-05), Application for Business Loan.
- ☐ B. Copy of front of SBA Form 4-I (02-05), Lender's Application for Guaranty or Participation (signed by two authorized officials of Lender)
- ☐ C. Copy of "Supplemental Information for SBAExpress, Pilot Loan Programs and PLP Processing" (version 11/08)
- ☐ D. Original or facsimile of "Eligibility Information Required for PLP Submission" (version 11/25/08)
 - ☐ If PLP loan is to refinance debt, a fully completed business indebtedness schedule is attached (a copy of schedule on page 2 of SBA Form 4 or a separate schedule containing the same information)
 - ☐ If PLP loan is to finance change of ownership and valuation is performed by lender's loan officer, a synopsis of the analysis is attached.

I approve this application to SBA subject to the terms and conditions stated in this and the attached documents. Without the participation of SBA, to the extent applied for, we would not be willing to make this loan on these terms, and in our opinion the financial assistance approved is not otherwise available on reasonable terms. I certify that none of the Lender's Associates, including but not limited to its employees, officers, directors, or substantial stockholders (more than 10%) has a financial interest in the Applicant. I approve and certify that the Applicant is a small business according to the standards in 13 CFR Section 121, the loan proceeds will be used for an eligible purpose, and the owners and managers of the applicant business are of good character.

Approving/Certifying Lender Official:

Signature and Title of Lender

Date